

Health Regulation & Licensing Administration

STATEMENT OF DEFICIENCIES AND PLAN OF CORRECTION	(X1) PROVIDER/SUPPLIER/CLIA IDENTIFICATION NUMBER: CPA-0075	(X2) MULTIPLE CONSTRUCTION A. BUILDING: _____ B. WING: _____	(X3) DATE SURVEY COMPLETED 04/15/2014
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NAME OF PROVIDER OR SUPPLIER STREET ADDRESS, CITY, STATE, ZIP CODE

CATHOLIC CHARITIES OF THE ARCHDIOCES

**924 G STREET, NW
WASHINGTON, DC 20001**

(X4) ID PREFIX TAG	SUMMARY STATEMENT OF DEFICIENCIES (EACH DEFICIENCY MUST BE PRECEDED BY FULL REGULATORY OR LSC IDENTIFYING INFORMATION)	ID PREFIX TAG	PROVIDER'S PLAN OF CORRECTION (EACH CORRECTIVE ACTION SHOULD BE CROSS-REFERENCED TO THE APPROPRIATE DEFICIENCY)	(X5) COMPLETE DATE
S 000	Initial Comments An annual licensure survey was conducted on April 15, 2014. The sample sizes were four (4) personnel records, three (3) adoptive parent records and one (1) recently closed adoptive parent record. The survey findings were based on interviews and the review of records. Note: The below are abbreviations that may appear throughout the body of this report. Board of Directors - BOD Child-Placing Agency - CPA Federal Bureau of Investigation - FBI Health Regulation and Licensing Administration - HRLA Metropolitan Police Department - MPD Program Manager - PM	S 000		
S 009	1602.3 Board Of Directors The members of the Board shall include past consumers of services of a child-placing agency. There shall be a written policy statement providing for the rotation of Board members. This CONDITION is not met as evidenced by: Based on interview and record review, the CPA failed to show evidence that its Board of Directors included "past consumers of services" of a CPA, for fourteen (14) of fourteen (14) Board members. The finding includes: On April 15, 2014, at approximately 9:30 a.m., review of the 2014 Board of Directors roster	S 009	<p><i>RECEIVED MAY 18 2014</i></p> <p>Catholic Charities will poll the Current Board Members to ask if any are past consumers of services of a child-placing agency.</p> <p>In addition, Catholic Charities will seek previous consumers to be members of the Board of Directors, to meet all other qualifying requirements.</p> <p>The Chief of Staff will audit the Board members files, every six months, to ensure that the agency recruits and maintains past consumers of services, to meet this requirement. During the recruitment process, Board</p>	<p>6/30/2014</p> <p>8/1/2014</p>

Health Regulation & Licensing Administration
LABORATORY DIRECTOR'S OR PROVIDER/SUPPLIER REPRESENTATIVE'S SIGNATURE

Reese Williams

TITLE

Megam M. B. 5/16/2014

(X6) DATE

Health Regulation & Licensing Administration

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S 009	Continued From page 1 revealed the names, contact information, place of employment and term for each Board member. The roster did not, however, indicate if any members had past experience receiving adoption or foster care services from a CPA. No additional written information was available for review. The CPA's PM was interviewed by telephone on April 15, 2014, beginning at 12:35 p.m. When asked if any Board members were past consumers of CPA services, the PM replied "I don't know ... I will follow-up." At the time of the survey, there was no evidence that past consumers of CPA services served on the Board of Directors.	S 009	Candidates will be asked, either through an application or interview, if they have been a past consumer of services of a child-placing agency.	6/1/2014 ongoing
S 011	1602.5 BOARD OF DIRECTORS Members of the Board shall be of good character as determined by letters of reference and criminal background investigations. This CONDITION is not met as evidenced by: Based on interview and record review, the CPA failed to show evidence that letters of reference and criminal background investigations had been obtained for each member of its Board of Directors, for two (2) of two (2) sampled board members. (BOD #1 and BOD #2) The finding includes: On April 15, 2014, at approximately 9:30 a.m., review of the 2014 Board of Directors roster revealed the names, contact information, place of employment and term for each Board member. The roster reflected two Board	S 011	Effective May 15, 2014, Catholic Charities will practice due diligence in ensuring that all future Board members will receive a criminal background check through the FBI and Metropolitan Police and have letters of reference. Obtaining national background checks and letters of reference had been Catholic Charities' practice for Board members. The Chief of Staff will maintain Board Members' information which will include letters of reference, FBI and Metropolitan Police checks.	5/15/2014 ongoing 5/15/2014

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S 011	<p>Continued From page 2</p> <p>members whose terms began since the last HRLA licensure review. There was no additional information available for review .</p> <p>When interviewed , at approximately 12:50 p.m., the social worker who facilitated the survey confirmed the two members had started serving on the Board in December 2013. The social worker, however, did not know if letters of reference and/or criminal background investigations had been obtained.</p> <p>At the time of the survey , there was no evidence that the CPA obtained FBI and MPD criminal background investigations for all members of its Board of Directors.</p>	S 011			